

Approved

Town of Grantham Board of Selectmen Meeting Minutes June 27, 2018

The meeting of the Board of Selectmen was called to order at 5:00pm on Wednesday, June 13, 2018 by Chairman Kimball. The meeting was held in the Grantham Town Building, Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Present: Selectman Warren Kimball; Selectman Constance Jones; Selectman Peter Garland; Town Administrator Melissa White; Administrative Assistant Ann Jasper; Fire Chief Justin Hastings; Shawn Hayward, Recreation Park Committee Chair; Steven Schneider and Meghan Butts, Upper Valley Lake Sunapee Regional Planning Commission; and Joseph Figley

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Town Administrator Melissa White.

APPROVAL OF MINUTES

A motion was made by Selectman Jones to approve the regular and non-public meeting minutes of June 13, 2018 as written; seconded by Selectman Garland. **Unanimously approved.**

CONSENT CALENDAR

1. Payroll Manifest #536
2. Accounts Payable Manifest #588
3. 2018 Motor Vehicle Registration Refund - \$278.00
4. 2018 Household Hazardous Waste Collection Agreement
5. 2018 Abatement: M/L 234-023-001; 6 Club House Lane - \$34,113.43
6. 2019 PA-28 Inventory of Taxable Property Form
7. NHDOT Notice of Discontinuance of Portion of Old NH Route 10 (Post Public Hearing)
8. Zoning Board of Adjustment Appointment: Tanya McIntire
9. Conservation Commission Appointments:
 - a. Richard Hocker
 - b. Laura Nagy
 - c. Richard Kaszeta
 - d. Dennis Ryan (Alternate)
10. Building Permits:
 - a. M/L 214-007-000; 25 Catamount Road - Deck
 - b. M/L 226-044-000; 15 Longwood Drive – Master Bath Remodel
 - c. M/L 222-138-005; 5 Lakeview Place – Deck
 - d. M/L 220-038-000; 306 Walker Road – Golf Room & Mud Room Addition

Approved

11. Correspondence:

- a. Public Health Council of the Upper Valley: A thank you was received from the Public Health Council of the Upper Valley for the 2018 Town Meeting Appropriation.
- b. New Hampshire Municipal Association Memorandum: A Memorandum was received from the New Hampshire Municipal Association (NHMA) regarding the 2019-2020 Legislative Policy Process Important Dates.

A motion to approve the Consent Calendar was made by Selectman Garland; seconded by Selectman Jones. ***Unanimously approved.***

APPOINTMENTS TO MEET WITH THE BOARD

Joseph "Jeff" Figley: Mr. Figley stated that he went to the Selectmen's office and told the office assistant that he wanted to put an apartment in his barn and asked how he goes about the process. He said he was told that he would need to get a septic approval. He then engaged Alan Wilson for a new septic plan which has been approved by the State. He subsequently came back to the office and asked what he needed to do next and said he was told that he could not put an apartment in his barn. He stated that he was very unhappy because he spent \$1,900.00 for a septic plan which now seems to be a waste of money. He called Alan Wilson who told him he didn't know that there would be any problem. He came to the Selectmen because he didn't know how to proceed or if he can proceed and mentioned that two of his neighbors have apartments in barns. Figley explained that they have had numerous inquiries at the farm about renting the place out as a wedding venue and there is also agritourism interest as well but they don't have a place for people and wouldn't have them stay in their house. His intention was to have a place for people to stay or change, in the case of weddings and maybe long term it might be used as a caretaker apartment for them.

Town Administrator White explained that the Zoning Ordinance does not permit two dwelling units on a single lot and asked Figley if his house and barn are attached. Figley said they are not. White said it would not be a permitted use in the Town's Zoning Ordinance and to go forward it would have to be a permitted use within the Zoning Ordinance. Figley asked how his two neighbors have this and White said they were grandfathered because they were in existence before the Zoning Ordinance was established. The Board referred Figley to the Zoning Board and suggested he be very clear as to what his intended use is. Figley made it clear that he is not very happy. White asked Figley if he would be interested in going to the next Zoning Board meeting on July 26, 2018 and, if so, she could contact Zoning Board Chair Conrad Frey to get him on the Agenda because they don't always have a meeting if there are no applications to review. Figley said he was interested in going to the meeting on July 26, 2018. White will contact Frey and follow up with Figley.

UVLSRPC: Steven Schneider and Meghan Butts were present to talk about a road management system specifically for the paved roads in town. Schneider stated that the NH Department of Transportation gives them funding every two years to assist communities in developing some strategies to both inventory their existing pavement network and then develop a system to rehabilitate and fix it up.

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Meghan Butts went over a power point presentation with the Board. She stated that in 2014, the Upper Valley Lake Sunapee Regional Planning Commission used software and worked with the Town's Highway Department to collect the Town's culverts and this is the same type of computer software which is called SADES (Statewide Asset Data Exchange System) that was developed by the UNH Technology Transfer Center along with the NH Department of Transportation and the Regional Planning Commissions for the road surface. She said there are basically two pieces to what they could do and that is data collection and then forecast the Town's budget:

1) Data Collection: This is the first step using their iPads and GIS through the Technology Transfer Center. They go out to the roads and assess them based on criteria that has been developed. Butts said they use that criteria and work with the local Highway Department and input all of that information into the system which will then determine a score. She went over some examples of maps in the presentation that were from the pilot project two years prior in Acworth.

2) Forecasting and Budget Plans: NH DOT has worked with All State's Paving Company, a New Hampshire paving company, to get some basic ideas of how much different pavement repairs cost. They put that into the calculation system in the software and showed some examples in the presentation. She said that they work together with the Selectmen or the Highway Department and help the town decide, based on the town budget and paving budget, a ten year plan with the best way to preserve the pavement in town. She explained that the State is now pushing to keep the good roads good and pay for preservation versus the old style of paving a road and then ignoring it for twenty years. She went over some different examples of reports that the town could get out of this.

White asked what kind of costs the Town would incur for this program. Schneider said there would be some staff time and the cost would range between a few hundred dollars and one thousand dollars. He said that it is probably a ten thousand dollar project with the largest share of that money coming from NH DOT. They have been asked to do one of these projects each fiscal year and they are almost through one fiscal year. He said they made the pitch to Plainfield and Newbury and it's a first come, first serve project and because Grantham has so few road miles, they could probably do the project this fall and get it ready for the Town's budget process. He said that it's like a paved road CIP where it gets done but can also be adjusted from year to year as certain roads get washed out or have a harder year in terms of frost heaves or drainage or whatever happens.

Butts emphasized that from a cost perspective it's not a lot of money from the town but really the staff time because they would be working with the Road Agent who knows Grantham better than they do so they would come back with different scenarios to ask him his thoughts because it is something that he will help develop.

White asked if they do traffic counts for these roads. Schneider said they do not but the Road Agent will be able to tell them what roads are traveled more than others which factors into the forecasting of what road gets done when.

Chairman Kimball said they are very interested. Schneider said there is an agreement that would need to be signed and he will get that to White to present at an upcoming meeting.

Approved

OLD BUSINESS

Comcast Cable Agreement: No new information.

Stocker Brook Realty, LLC, et al v. Town of Grantham: No new information

NEW BUSINESS

Fire Department – May Report: Grantham Fire and EMS were called to 29 emergency incidents in the month of May. There were 11 calls for Fire/Rescue and 18 EMS calls – of which Grantham EMS responded to 16.

Fire Department Responses for May:

132 – Road freight or transport vehicle fire	1
141 – Forest, woods or woodland fire	1
412 – Gas leak (natural gas or LPG)	1
444 – Power line down	4
445 – Arcing, shorted electrical equipment	1
553 – Public service	1
561 – Unauthorized burning	1
736 – CO detector activation due to malfunction	1

Equipment: 2 – SCBA units OOS for head-up display issues.

Four training sessions were completed:

- 5/08 Forestry
- 5/15 Motor Vehicle Stabilization
- 5/22 Motor Vehicle Fires
- 5/29 Motor Vehicle Extrication

Chief Hastings said the Department was lucky to have been given a car to train with in May. The Car was used for three different training nights. One night was spent training on stabilization techniques, one night burning the car with multiple different ignition points, and the last night spent practicing extrication. As a result of this training, the members who responded to the dump truck fire on Dunbar Hill were able to safely extinguish the fire while minimizing damage to the truck and the exposure in the area.

The Department has been working on a multi-agency training schedule to help better prepare them for larger emergency calls. Starting in June they will be doing a monthly training with Springfield Fire Department and a quarterly training where they will invite other surrounding towns to join them. This will be an opportunity to practice working together to help the departments feel more comfortable relying on each other for backup when needed.

Chief Hastings talked about building upgrades and Old Home Day.

Approved

Lebanon Ambulance – May Report: (18) calls for service; (12) were transported

Recreation Park Committee: Shawn Hayward, Chair of the Recreation Park Committee, stated the Committee would like to create an open-ended fund raiser with the paver garden stones to help support improvements at the park. They also want to introduce the idea of using local businesses for advertising on the drop fence for baseball that will be removable as the season ends. Businesses would pay for their own advertising banner and then an annual fee for the space on the drop fence.

Hayward said they also talked about creating a read only option of Facebook to share fundraising events and garner more interest of progress and happenings at the park. White stated the Town does not have a social media policy yet.

Transfer Station – March, April and May Reports:

March Report:

Solid Waste – 7 runs; 72.63 tons

Construction Demolition Debris – 4 runs; 18.24 tons

Glass – 1 load; 7.31 tons; Expense: \$219.30

Light Iron – 1 load; 3.6607 tons; Revenue: \$464.19

Fibers – Mixed Loose – (Paper) – 2 loads; 7.94 tons

Revenue: \$ 0.00

Expense: \$1,147.76

Comingle – w/o glass – (Plastic) – 2 loads; 2.64 tons

Revenue: \$ 0.00

Expense: \$221.76

Total Tonnage of Material taken away: 112.4207 tons

Tickets collected at Transfer Station: \$1.030.00

Total Revenue from recycling: \$ 494.19

Total Expenses from recycling: \$1,588.82

Net Expense from recycling: \$1,094.63

April Report:

Solid Waste – 8 runs; 81.51 tons

Construction Demolition Debris – 8 runs; 32.81 tons

Glass – 1 load; 7.31 tons; Expense: \$219.30

Electronic Waste – 1 load; 2.93 tons; Expense: \$1,195.51

Light Iron – 1 load; 4.09 tons; Revenue: \$674.70

Fibers – Mixed Loose – (Paper) – 2 loads; 7.94 tons

Revenue: \$ 0.00

Expense: \$1,226.96

Comingle – w/o glass – (Plastic) – 2 loads; 2.64 tons

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Revenue \$ 0.00
Expense: \$229.68

Total Tonnage of Material taken away: 139.23 tons
Tickets collected at Transfer Station: \$1,810.00

Total Revenue from recycling: \$674.70
Total Expenses from recycling: \$2,871.45
Net Expense from recycling: \$2,196.75

May Report:

Solid Waste – 6 runs; 67.87 tons
Construction Demolition Debris – 10 runs; 45.77 tons
Glass – 1 load; 7.31 tons; Expense: \$219.30
Aluminum – 1 load; .86 tons; Revenue: \$767.25
Cardboard – 1 load; 22.04 tons; Revenue \$1,652.81
Light Iron – 1 load; 5.7 tons; Revenue: \$839.75
Tires – 1 load; 578 tires; \$767.25 from the reclamation fund
Fibers – Mixed Loose – (Paper) – 2 loads; 7.94 tons
Revenue: \$ 0.00
Expense: \$1,266.90

Comingle – w/o glass – (Plastic) – 2 loads; 2.64 tons
Revenue: \$ 0.00
Expense: \$229.68

Total Tonnage of Material taken away: \$159.27
Tickets collected at Transfer Station: \$2,565.00

Total Revenue from recycling: \$3,259.81
Total Expenses from recycling: \$1,715.88
Net Revenue from recycling: \$1,543.90

Town Administrator: White received a request from Richard Cook of NH Fish and Game asking if the Selectmen would be willing to sign a letter in support of their acquisition of the 334 acre parcel on the Croydon town line. The Board is in support and signed the letter.

White received another email from Linda Bohrer containing inquiries about the saw mill and complaints about the backup beepers. Bohrer said she contacted the Valley News about the lack of response from the Select Board and Planning Board. White said she responded to her last email and explained that there is nothing the Selectmen or Planning Board can do because this is in litigation and the hands of the Court.

In accordance with RSA 91-A:3 section II-e, a motion was made by Selectman Jones and seconded by Selectman Garland to enter into a Non-Public session at 6:00pm. Present were: Chairman Warren Kimball; Selectman Constance Jones; Selectman Peter Garland; Town Administrator Melissa White; and Administrative Assistant Ann Jasper.

Approved

Roll Call vote to enter non-public session:	Chairman Warren Kimball;	Yes
	Selectman Constance Jones;	Yes
	Selectman Peter Garland	Yes

A motion to leave Non-Public session and return to Public Session at 7:10pm was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

A motion to seal the minutes of this non-public session was made by Selectman Jones; seconded by Selectman Garland. **Unanimously approved.**

ADJOURNMENT

There being no further business, Selectman Garland moved to adjourn, seconded by Selectman Jones; by unanimous vote, the Board adjourned at 7:11pm.

The next Selectmen's Meeting will be held on **Wednesday, July 11, 2018** at 5:00pm in the Grantham Town Building; Jerry Whitney Memorial Conference Room at 300 Route 10 South, Grantham, NH.

Respectfully submitted,



Ann Jasper
Administrative Assistant